



State Of California
California Commission On Teacher Credentialing
Box 944270
1900 Capitol Avenue
Sacramento, CA 94244-2700

Telephone:
(916) 445-7254 or (888) 921-2682
E-mail: credentials@ctc.ca.gov
Web site: www.ctc.ca.gov

DESIGNATED SUBJECTS SPECIAL SUBJECTS CREDENTIAL

Your Preliminary Designated Subjects Special Subjects Teaching Credential is enclosed. If the renewal requirements listed on your credential and outlined below are **not** completed prior to the expiration date of your preliminary credential, **you will be unable to teach** in California public schools under this credential.

Requirements for Renewal of the One-Year Preliminary Credential

You may renew your one-year preliminary credential for the remaining four years of the preliminary time period by submitting an application ([form 41-4](#)) and [processing fee](#), and completing a two-semester-unit course or an examination covering the provisions and principles of the Constitution of the United States through a regionally-accredited college or university. Your application may be filed through an approved Local Education Agency (LEA) (see list below), an Employing School District (ESD), or directly to the Commission.

Requirements for the Clear Credential

You may obtain a clear credential upon submission of an application ([form 41-4](#)) and [processing fee](#), and verification of the items listed on your credential and outlined below. Your application must be filed through an approved Local Education Agency (LEA) (see list below).

All of the following requirements must be satisfied:

1. Possess the appropriate valid Preliminary Special Subjects Credential
2. Receive verification by an ESD of successful teaching of a minimum of one course in each of four terms within the five-year period of validity of the preliminary special subjects teaching credential (Two of these terms must be with one ESD. The teaching must have been to learners at the grade level and in the subject(s) authorized by the preliminary special subjects teaching credential and must have occurred while holding that credential.)
3. Complete nine semester units or 135 clock-hours in a Commission-approved program of personalized preparation (This must be verified by the LEA.)
4. Complete a course in health education, including, but not limited to, nutrition; the physiological and sociological effects of alcohol, narcotics, and drug abuse; and the use of tobacco. This requirement must also include training in cardiopulmonary resuscitation (CPR) which covers infant, child, and adult CPR skills.
5. Obtain a recommendation from a Commission-approved LEA (see list below)

Reference: Title 5, California Code of Regulations 80037 and 80037.5

COMMISSION-APPROVED LEA'S for Designated Subjects Special Subjects Credentials

California State University System	Contact Person	Authorized Signature
CSU, Long Beach 1250 Bellflower Boulevard ET Building, Room #233 Long Beach, CA 90840-5601	Paul Bott Kimberley Bauer (562) 985-5631	Paul Bott
CSU, San Bernardino 5500 University Parkway San Bernardino, CA 92407	Frances M. Hernandez Kelly Oliverius Monica Cordero (909) 880-7401	Frances M. Hernandez Kelly Oliverius

(continued)

University of California System	Contact Person	Authorized Signature
UC Riverside Extension* Education Extension 1200 University Avenue Riverside, CA 92507	Patricia Arebalo (909) 787-4361 Ext 1654	Patricia Arbalo Sue Teele John Azzaretto Patricia K. Sheehan
County Offices		
Butte County* Northeastern California Regional Consortium 1859 Bird Street Oroville, CA 95965	Paul Watters (530) 891-2929 Patti Underhill (530) 532-5646	Paul Watters
Fresno County Office of Education* 1111 Van Ness Fresno, CA 93721	Jan Uyeno (559) 265-3005 Jackie Gunderson (559) 265-3005	Jan Uyeno Jackie Gunderson
Imperial County Office of Education* 1398 Sperber Road El Centro, CA 92243	Lorie Shirley (619) 339-6437	Lorie Shirley
Mendocino County Office of Education 2240 Eastside Road Ukiah, CA 95482	Samantha Travis Sue Campbell (707) 467-5010	Janice Brown George Romero Samantha Travis
Sacramento County Office of Education 9738 Lincoln Village Drive Sacramento, CA 95827	Veronica Garcia (916) 228-2364 Silvia Holloway Rebecca Robison (916) 228-2641	Cindy Moore
San Diego County Office of Education 6401 Linda Vista Road, Room 408 San Diego, CA 92111-7399	Lillian Harvey Richard C. Smith Steven C. Pinning (858) 292-3825	Lillian Harvey Richard C. Smith Steven C. Pinning
Metropolitan Education District Santa Clara County 760 Hillsdale Avenue, Building 6 San Jose, CA 95136-1190	Dan Gilbertson Eileen Gilmore (408) 723-6466	Dan Gilbertson
School District Offices		
San Diego Unified School District ** 4100 Norman Street San Diego, CA 92103	Robert Atterbury (619) 496-8719	Archie Polanco Peggy J. Fleck

* Driver Education and Driver Training

** ROTC and Aviation